



POSITION ANNOUNCEMENT

Position: Handyman
Type of Position: Personal Service Contractor (PSC) Full Time
Closing Date: October 10th, 2016
Hours: (40hours per week)
Supervisor: General Services Manager

Submit; Letter of Interest, CV, 3 professional references, a copy of a Government-issued identification card and copies of all certificates related to the qualifications for the position to the Director of Management and Operations ; US Peace Corps, 34 Old Railway Line, Signal Hill, Freetown, Sierra Leone

OR

SL01-pcjobs@peacecorps.gov

Under the general coordination of the General Services Manager, this position supports Peace Corps Sierra Leone and all duties related to safe operation and preventative maintenance of the office buildings, staff residences, and premises. The incumbent must perform a combination of journeyman mechanic level, semi-skilled and arduous physical labor work in the maintenance and repair of Peace Corps buildings and premises. This includes masonry, painting, plumbing, carpentry, electrical work, AC repair, welding and other maintenance and repair work on all facilities.

TASKS AND DELIVERABLES

- General electrical and plumbing repairs and installations
- Oversee all maintenance work by other contractors at the residence.
- Fix and drill hangings at the office and residence.
- Install hardware at the office and residence.
- Pump water at the office and residence on a daily basis.
- Do preventive maintenance to the dehumidifiers, water dispensers and other equipment.
- Do routine check at the office for worn out bulbs, and replace when necessary.
- Provide maintenance and repair of furniture, equipment and fixtures as requested.
- Installs light fixtures and connect electrical equipment.
- Repairs of ACs at the office or residences.
- Working alone or as a member of the maintenance team.
- Masonry and carpentry jobs and skilled painting with all types of finish coatings preparation techniques and cleanup.
- Perform electric arc welding work on vehicles, metal structures and equipment, while maintaining all safety measures on self and property.
- Fabricate and repair lift vans, partitioning walls, wooden shelves, and repair to ceilings and roofs.
- Perform wood and wall preservation by the use of paint and compounds.
- Make estimates of materials for the fabrication, eradication, painting and repairs of walls and structures and submits to supervisor for store requisition.
- Assists skilled trade workers in other maintenance area, by holding, lifting, and moving tools and materials.
- Performs arduous physical labor work, using hard tools like shovels, rakes, hammers, etc.
- Cleans working area upon completion of tasks, to prevent accident, and encourages others to do likewise.

Qualifications

- ✓ Completion of Secondary School education of vocational or apprenticeship in an institute recognized as producing journeyman Trade and Crafts skills.
- ✓ English and Krio language proficiency
- ✓ Minimum of two years of handyman experience
- ✓ Experience in masonry, painting, plumbing, carpentry, electric, AC repair, and welding
- ✓ Experience working in a cross-cultural environment with U.S. citizens preferred

DUTY STATION

The Handyman position is located at the Peace Corps/Sierra Leone office on Signal Hill in Freetown, Sierra Leone. The incumbent must be available for after-hours assignments, responding to emergencies, and able to travel to the field on short notice.

Applicants with high potential will be scheduled for an interview at the Peace Corps office in Freetown.

For complete details: http://freetown.usembassy.gov/job_opportunities.html